

CITY OF HURST

COUNTY OF TARRANT

STATE OF TEXAS

On the 12th day of April, 2018, at 2:00 p.m., the Historical Landmark Preservation Committee of the City of Hurst, Texas, convened in Regular Meeting at the Library, 901 Precinct Line Road, Hurst, Texas, with the following members present:

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|----------------------|---|---|
| Georgia Kidwell |) | Chair |
| Billye Runnels-Jones |) | Members |
| Larry Kitchens | | |
| Carol Cole | | |
| Kyle Gordon |) | Managing Director of Community Services |
| Jesse Loucks |) | Library Director |
| Hannah Titony |) | Library Assistant - Administration |

with the following members absent: Betty Whiteside and Charles Swearengen, constituting a quorum, at which time the following business was transacted:

I. Call to Order

Georgia Kidwell called the meeting to order at 2:00 p.m.

II. Roll Call of Members

Hannah Titony conducted the Roll Call of Members.

III. Approval of Minutes

The minutes of the March 8th, 2018 regular meeting were reviewed and approved as written.

IV. Communications

None at this time.

V. Unfinished Business

A. “A History of Hurst” Website Update: Larry Kitchens informed the Committee he would like his research vetted before posting to the website. The Committee has been tasked with crafting one narrative for Parker-Post Oak Cemetery. Hannah Titony handed out the four different narratives the City currently has for the Committee to review. The Committee will read through the different narratives and look for discrepancies and/or commonalities so an overall comprehensive narrative can be produced. The Committee selected Larry Kitchens as the Committee liaison for this project.

Also, to help with this effort, Kyle Gordon mentioned that contacting University of Texas at Arlington History professors could also be a useful tool to vet these narratives.

Billye Runnels-Jones made a motion to give Staff approval to pursue the process of vetting the narrative of the History of Hurst by reaching out to UTA professors. Carol Cole seconded the motion.

Ayes: Georgia Kidwell, Larry Kitchens, Carol Cole, Billye-Runnels Jones.

Noes: None.

B. Consider Parker Cemetery Project

- 1. Design Update:** Kyle Gordon presented the design plan that City Staff discussed during a meeting with the architect, Davis & Davis. This design plan included a discussion regarding the archway design as well as the entrance design. City Staff also made Davis & Davis aware of the internal fence conflict which will be removed during construction. The south perimeter fence private property conflict was also mentioned and the provisions for security.

Mr. Gordon displayed the design plan that Davis & Davis provided the City which included the design schedule and budget.

Larry Kitchens made a motion for funds to be allocated for the design quote from Davis & Davis. Carol Cole seconded the motion.

Ayes: Georgia Kidwell, Billye Runnels-Jones, Larry Kitchens, and Carol Cole.

Noes: None.

- 2. Surveyors Quote:** In order for Davis & Davis to proceed, a survey quote is required to move forward. The survey will provide information such as boundary and topographic survey, location of existing trees, establishing spot elevations, and verifying existing monuments, etc.

The budget for the surveyors quote was presented.

Billye Runnels-Jones made a motion to approve the surveyors quote and move forward with the survey. Larry Kitchens seconded the motion.

Ayes: Georgia Kidwell, Billye Runnels-Jones, Larry Kitchens, Carol Cole.

Noes: None.

- 3. Internal Fence Conflict:** Davis & Davis is including the removal of the internal fence in their scope of work. A fence contractor will handle the removal of the fence and it will be done by hand to ensure nothing on the property is disturbed.

Carol Cole made a motion to approve the fence contractor work. Billye Runnels-Jones seconded the motion.

Ayes: Georgia Kidwell, Carol Cole, Billye Runnels-Jones, and Larry Kitchens.

Noes: None.

4. **Texas Historical Commission Antiquities Permit:** Kyle Gordon announced that City Staff has found an archeologist in the area who will work with the architect.

Mr. Gordon presented the archeologist's scope of work and an estimate for the project. Mr. Gordon also mentioned that since originally meeting with the archeologist, the scope of work has grown, so at this time the Committee will wait for further information from the archeologist to receive a final quote.

5. **South Perimeter Fence Private Property Conflict:** Kyle Gordon informed the Committee that City Staff met with Mr. Tylaska who owns the property south of the cemetery along State Highway 10. Mr. Tylaska is not willing to donate the land to the City but is willing to sell the property. The City Attorney is working on drafting an agreement.

Larry Kitchens noted that it is preferred to get a final agreement with Mr. Tylaska before moving forward with the survey.

Mr. Gordon reviewed the updated timeline for this project. Georgia Kidwell requested a copy of this timeline and Mr. Gordon stated he would email the Committee a copy.

- C. **Alternative Historical Landmark Significance Recognition Proposal:** Larry Kitchen's proposal requires the same criteria to be recognized as a historical landmark as the original ordinance, but gives the property owner freedom to make changes to the property. With this program the City Manager would issue a proclamation or the City would give the property owner the option of a plaque to display outside their home.

Mr. Kitchens will be the liaison for this project and will make the appropriate edits to the document and bring the final draft to the May Committee meeting.

Billye Runnels-Jones made a motion to move forward with the Alternative Historical Landmark Significance Recognition Proposal. Carol Cole seconded the motion.

Ayes: Georgia Kidwell, Billye Runnels-Jones, Carol Cole, and Larry Kitchens.

Noes: None.

VI. New Business

- A. **Iris Removal:** This discussion will be put on hold until the Committee receives the archeologist design.

Georgia Kidwell made a motion to table this discussion until the Committee has the results of the other projects. Billye Runnels-Jones seconded this motion.

Ayes: Georgia Kidwell, Billye Runnels-Jones, Larry Kitchens, and Carol Cole.

Noes: None.

VII. Informational Items

- A. **Parker Cemetery Water Source:** Kyle Gordon reminded the Committee that per the Volunteer Guidelines approved by the Committee, it is restricted to clean or alter the appearance of headstones. If the Committee would like to clean the headstones these Volunteer Guidelines will need to be revisited.

The Committee recommended tabling this discussion until the fence project is complete.

- B. **Parker Photo Document Project:** The DAR will perform photo documentation and headstone transcription as part of their service project. The City Fire Department took this as a training opportunity to utilize the drone and photographed Parker Cemetery. DAR will use these photos for their project.

- C. **Historic Texas Cemetery Designation:** The Subcommittee had no updates at this time.

- D. **Archeologist Study:** Kyle Gordon announced that while the archeologist was in the field, he made the observation that there may have been a tabernacle in the southeast corner of the property.

- E. **Hurst History Project Video Approval:** Jesse Loucks updated the Committee on the Oral History Project. Phase IV has been completed and the Committee will continue to view the other completed videos from this phase in the upcoming meetings.

Mr. Loucks presented the Oral History video of Nancy Welton. The Committee approved the video.

- F. **Phase V Candidate Selection:** Mr. Loucks requested the Committee's help getting contact information for previously selected Phase V Candidates: E. Don Brown and Kay Baker.

The Committee selected Erwin Matthews as the final candidate for Phase V.

VIII. Other Business

None at this time.

IX. Board Member and Citizen Comments

None at this time.

X. Adjournment

There being no further business, the meeting was adjourned by Chair Georgia Kidwell at 4:13 p.m.

APPROVED this the _____ day of _____, 2018.

APPROVED:

ATTEST:

CHAIR

RECORDING SECRETARY